

Chairs Council Committee Norms

1. We will start and end meetings on time;
2. We will follow agenda;
3. We will read materials, minutes, etc. and be prepared to discuss at meetings;
4. We will listen to our colleagues without interruption and will show mutual respect;
5. We strive for unanimity of decisions and operate on consensus to seek agreements and/or compromises so all can “live with” the decision;
6. We will make decisions based on clear information;
7. We will bring closure to decisions;
8. We will support committee recommendations;
9. We will accept the fact that there will be differing in opinion;
10. We will use the best interest of our stakeholders (especially faculty and students) as the basis for our decision making;
11. We will honor brainstorming without being attached to our viewpoint;
12. We will give the opportunity for all members to contribute;
13. We will be free to speak our minds without fear of reprisal;
14. We will be transparent with our colleagues and our positions on issues;
15. We will identify pending issues, agreements, and action steps at the end of the meetings;
16. We will stay focused on topics under our scope of action;
17. We will take recommendations from Academic Senate and report back;
18. We will follow the Brown Act;
19. We will follow through with deadlines.